



Office of the Executive Engineer,
Nadia Division, Housing Directorate,
Circuit House Compound, Krishnanagar,
Nadia, Pin - 741101.
Dial: © 03472-251052
E-MAIL: eendhd24@gmail.com

Memo No. ND/HD/696

Date: 23.07.2025

**e-Notice Inviting Quotation No. 01 of 2025 - 26 of
the Executive Engineer, Nadia Division, Housing Dte.
Quotation Reference No. WBHOUSING/EE/ND/e-NIQ-01/25-26**

The **Executive Engineer, Nadia Division, Housing Directorate** invites e-Quotation (Item Rate) from bonafied, reliable, resourceful & authorised furniture Dealer / Manufacturer of reputed branded having credential of similar nature completed work for supplying, fitting & fixing of furniture at Night Shelter for patient parties at Murshidabad Medical College and Hospital at Berhampore in the district of Murshidabad as per list & specifications enclosed (Submission of Bid through online only).

Sl. No.	Name of work	Estimated Amount	Earnest Money	Cost of Documents including WBF. No. 2908.	Time of Completion	Name of concerned Sub Division	Eligibility of Bidder
1	2		4	5	6	7	8
	Construction of four storied Night Shelter for patient parties with 120 seats and 100 bed dormitory at Murshidabad Medical College and Hospital at Berhampore in the district of Murshidabad. - For Supplying, fitting & fixing of furniture and utilities.	To be quoted by the bidder in the format (Attached) BOQ.	Rs. 80,000.00 [Balance earnest money if required as to cover 2% of the total quoted amount will have to be deposited at the time of formal agreement in the shape of Demand Draft in favour of Executive Engineer, Nadia Division, Housing Dte., Payable at Krishnanagar, Nadia]	The Intending bidder shall not have to pay the cost of quotation documents for the purpose of participating e-NIQ. Lowest Bidder / quotationer must have to pay the cost of quotation documents at the time of formal agreement.	30 (Thirty) days	Berhampore Sub - Division, Housing Dte.,	As per e-NIQ

Rates will be quoted inclusive of GST and all other taxes & charges. No claim of GST & other charges will be entertained during billing. Payment will be made as per availability of fund.

- In the event of e-filling, intending bidder may download the quotation documents from <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate and necessary earnest money may be remitted through State Govt. e-Tender Portal through Net Banking / NEFT / RTGS in favor of Executive Engineer, Nadia Division, Housing Dte., also to be documented through e-filling (Scan copy is to be uploaded). The cost of tender documents for the purpose of participating in e-tendering is not required as per relevant G.O of Finance Department, Govt. of West Bengal. On-line receipt and refund of EMD of e-Quotation through State Govt. e-Tender portal referred NIQ.
- Both Technical Bid and Financial Bid are to be submitted in technical (Statutory & Non- Statutory) and financial folder concurrently duly digitally signed in the website <https://wbtenders.gov.in>
- The Technical Bid and Financial Bid are to be submitted concurrently online only on or before 18.08.2025 up to 11:00 Hrs (IST)
- The **FINANCIAL OFFER** of the prospective bidder will be considered only if the **TECHNICAL Document** of the bidder found qualified by the Executive Engineer, Nadia Division, Housing Directorate. The decision of the Executive Engineer, Nadia Division, Housing Directorate will be final and absolute in this respect. The decision of the Executive Engineer Nadia Division, Housing Dte. will be final & binding on all concerned and no challenge against such decision will be entertained.
- Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- The intending quotationers are required to quote the rate online only.
- Bid shall remain valid for a period not less than 120 days after the dead line date for Financial Bid submission.

8. With whom the acceptance of quotation vest: Executive Engineer, Nadia Division, Housing Directorate.

9. **Important information: Date & Time schedule**

Sl. No.	Particulars	Date & Time
1	Date of Publishing of N.I.Q. Documents online.	23.07.2025 at 5.00 pm
2	Documents download start date (Online)	23.07.2025 after 5.05 pm
3	Documents download end date (Online)	18.08.2025 up to 11.00 am
4	Bid submission start date (Online)	23.07.2025 after 5.05 pm
5	Bid Submission closing (Online)	18.08.2025 up to 11.00 am
6	Bid opening date for Technical Proposals (Online)	20.08.2025 after 11.00 am
7	Date & Time for opening of Financial Proposal (Online)	To be notified later
8	Also if necessary for further negotiation through offline for final rate	To be notified later

LOCATION OF CRITICAL EVENT (Bid Opening Place) ►

Office of THE EXECUTIVE ENGINEER
NADIA DIVISION, HOUSING DIRECTORATE
Circuit House Compound,
Krishnanagar, Nadia, Pin – 741101.

10. **Earnest Money:** Earnest Money to be submitted (In favour of Executive Engineer, Nadia Division, Housing Dte.,) in the form of Online ECS / NEFT through ICICI Bank Gateway Portal. Amount of Earnest Money have been mentioned in attached sheet of this NIQ. Balance Earnest Money if required will have to be submitted at the time of formal agreement. At the time of uploading the quotation, the intending quotationer preferably upload a scanned copy of such Unique Transaction Receipt (UTR) through NEFT / RTGS fund transfer for aforesaid amount of Earnest Money issued from any authorised / scheduled bank under R.B.I., in favour of the Executive Engineer Nadia Division, Housing Dte., along with his quotation.
Refund of EMD: As per prevailing G.O.
11. The bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the work as mentioned in this NIQ before submitting offer with full satisfaction. The cost of visiting the site at his own expense. No additional claim will be entertained.
12. The intending quotationer/bidder should clearly understand that whatever may be the outcome of the present e_NIQ and no cost of bidding shall be reimbursable by the department. The Executive Engineer, Nadia Division, Housing Directorate reserves the right to reject any or all application(s) for purchasing and/or to accept or reject any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any quotationer at the stage of bidding.
The Executive Engineer, Nadia Division, Housing Dte., will have sole discretion to decide eligibility of the contractor on the basis of e-filing documents and reserves the right to refuse without any explanation to contractors found ineligible after scrutiny. In case of any need of verifying the documents (uploaded soft copies) the hard copies should be produced instantly as and when demanded within 48 hrs. in working days.
13. During scrutiny, if it comes to the notice to the quotation inviting authority that the credential(s) and/or any other paper(s) of any bidder/quotationer has/have been found incorrect/manufactured/fabricated, that bidder will not be allowed to participate in the bid and penal action may be initiated by the department against the bidder along with rejection of his bid. The Executive Engineer, Nadia Division Housing Directorate reserves the right to cancel the e_NIQ at any time and no claim in this respect will be entertained.
14. In case of any objection regarding prequalification of any intending quotationer that should be brought to the notice inviting authority i.e. The Executive Engineer, Nadia Division immediately (within 48 hrs. even online object is valid) from the date of publication of list of qualified / disqualified agencies and beyond that time schedule no objection will be entertained by the Executive Engineer, Nadia Division, Housing Directorate.
15. At any stage, the e_NIQ inviting authority may verify the originals as submitted by the intending quotationers and he must co-operate with the department in all manners and if any false/incorrect/fabricated documents are found, his quotation will not only be rejected; penal action as decided by the department will also be imposed upon him.
16. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.
- Form No. 2908 & NIQ
 - Terms & condition
 - Pre qualification application
 - Technical Bid & Financial Bid.

17. Eligibility criteria for participation in the Quotation:

i. Bonafied, Resourceful and authorized furniture dealer / Manufacturer of reputed branded with credential of supplying of furniture of similar nature on State / Central Govt., State / Central Govt. undertaking, Statutory / Autonomous bodies constituted under the Central / State statue of credential value not less than Rs. 16,00,000.00 (Rupees sixteen lakhs only) in a single completed work within last five years prior to the date of issue of this e-NIQ and as per latest Govt. G.O. The Manufacturer preferably having certifications like: BIFMA, ISO 9001:2008, ISO 14001:2004, ISO 18001:2007, Supporting documents to be uploaded.

The manufacturer should be a member of BIFMA & IGBC (Indian Green Building Council) & should have AIOTA, GRIHA, Green Pro, Indian Design Mark, IAQ and Green Guard Certification (from UL) for a few of its products. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2018 are mandatory. All the ISO certificates should be obtained from NABCB (National Accreditation Board for Certification Bodies) accredited organization otherwise certificates will not be accepted.

The bidder has to submit a bid specific authorization certificate from the OEM.

ii. Intending quotationers are preferably submit online the copies of P. Tax deposit Challan / P. Tax clearance certificate, Valid Trade License, PAN Card with latest I.T. Return for last 05 (five) years, GST Registration Certificate along with Current Return, Current Audit Report for last 05 (five) years, Firm Registration / Article association and memorandum & Partnership deed and Power of Attorney (in case of partnership firm), Completion Certificate etc as applicable.

N.B.:- Completion Certificate issued by the Executive Engineer or Equivalent or competent authority will be treated as valid credential. Completion certificate should contain: (a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order (e) actual month and year of completion (f) Final Bill Value. and (g) detail communication address along with contact number & Email address of the Client.

Work order and Payment Certificate will not be treated as credential.

A prospective bidder preferably allowed to participate in the particular work either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single work, all his applications will be rejected for that work, without assigning any reason thereof.

iii. The organisation must be carrying out the business directly through staffs on rolls and does not sub contract any activity. In this regards the organisation has produce a manpower certificate.

iv. The contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 (d) The West Bengal Building & Other Construction works Acts and Laws relating thereto and the rules made and order issued time to time as may be applicable.

v. The organization must have adequate technical knowhow of equipments to be engaged for the operation and the organization must have adequate resource and capability to provide machines for the operations where ever and when ever required.

vi. Intending quotationers are requested to inspect sites and quote their consolidated rate online inclusive of cost of furniture including man power, tools & tackles, machineries, necessary materials if any etc. & including all taxes (viz. Cess, GST etc) & charges as per latest Govt. rule. No conditional/incomplete quotations will be entertained.

The Executive Engineer, Nadia Division Housing Directorate. reserves the right to cancel the e-NIQ without assigning any reason for it & the decision of the Executive Engineer, Nadia Division Housing Directorate in this respect will be final.

vii. Adequate safety and welfare measures must be provided as per provisions of the building and other Construction Workers' (regulation of employment & conditions of service) Act, 1996 read with West Bengal Building and Other Construction Workers (Regulation of Employment of Employment and Conditions of Service) Rules, 2004.

viii. All liabilities arising out of engagement of workers are duly met before submission of bills for payment.

If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned contractor/ bidder ineligible for the work then and there or any subsequent stage as may be found convenient.

18. All intending quotationers are requested to be present during online opening of bids/Quotations positively, if considered necessary, instant offline bid may be conducted immediately after opening of bids to lower down rates and in no case his/their absence will stand against holding the same.

19. The successful quotationer (contractor/agency) will have to execute an Agreement in WBF No. 2911 as applicable in 03 (three) copies & 02 (two) copies in plain paper along with relevant quotation documents within seven (7) days from the date of issue of letter of acceptance/ work order failing which the quotation is liable to be cancelled & earnest money will be forfeited to Govt.

20. No work shall be commenced or liability incurred until the work-order issued.

21. The acceptance of the quotation will rest with the Executive Engineer, Nadia Division, Housing Directorate, who does not bind himself to accept the lowest quotation & reserve the authority to reject any or all the quotations received without assigning any reasons.

22. If any quotationer/bidder withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified for submitting quotation to this department for minimum period one year.

23. The quotation documents & other relevant particulars (if any) may be seen by the intending quotationers through website www.wbtenders.gov.in and also Office Notice Board during office hours in the office of the Executive Engineer, Nadia Division Housing Directorate, on all working days (except Saturday and Sunday and any other Govt. Holidays)
24. No fresh joint venture is allowed.
25. The successful quotationer shall have binding with the terms & conditions of this e_ NIQ.
26. The selected contractor shall submit the bill to the Executive Engineer through the concerned Assistant Engineer after Completion of work.

Payment will be depend on availability of fund and no claim whatsoever will be entertained for delay payment. Intending quotationer may consider this criteria while submission of Quotation and Quoting their rates.

Necessary deductions / taxes will be recovered from bill of the selected agency viz. GST, Royalties, etc. and other statutory taxes will have to borne by the contractor as per latest govt. Rule

27. Arbitrations will not be allowed for the work.

The Notice inviting & Accepting Authority will determine the eligibility of each bidder as per e-filing documents, the bidders shall have to meet all the minimum regarding.

- Financial Capacity as per rule.
- Technical Capability.
- Experience/Credential

The eligibility of a bidder will be ascertained on the basis of the digitally signed documents and submitted Bid in support of the minimum criteria as mentioned above. If any document submitted by bidder is either manufacture or false, in such cases the eligibility of the bidder/ quotationer will be out rightly rejected at any stage without any prejudice.

The Executive Engineer, Nadia Division, Housing Directorate will have sole discretion to decide eligibility of the contractor on the basis of e-filing documents and reserves the right to refuse any application / applications without any explanation to contractors found ineligible after scrutiny.

23.07.25
EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
KRISHNANAGAR

Memo No. ND/HD/ 696/1(12)

Date: 23.07.2025

Copy forwarded for favour of kind information to:

- The Chief Engineer, Housing Directorate.
- ☒ The Special Secretary, Housing Department for display on the Website of Housing Department.
- The Superintending Engineer South Circle Housing Directorate with request for wide circulation through his Notice Board.
- The Executive Engineer, _____ Division, Housing Directorate with request for wide circulation through his Notice Board.
- The Assistant Engineer, _____ Sub-Division, Housing Directorate with request for wide circulation through his Notice Board.
- The Superintending Engineer, (P.W.D.)/P.W. (Roads) / P.W. (Social Sector) Berhampore / Kalyani / Krishnanagar with request for wide circulation through his Notice Board.
- The Executive Engineer, P.W.D./Nadia Division / Nadia Constn. Divn. / PW (Roads) / P.W (Social Sector)/ NH, Berhampore / Kalyani / Krishnanagar with request for wide circulation through his Notice Board.
- The Assistant Engineer PWD, / PW (Roads)/PW (Social Sector) /NH, Berhampore/ Kalyani / Krishnanagar with request for wide circulation through his Notice Board.
- The District Magistrate Murshidabad / Nadia with request for wide circulation through his Notice Board & Website.
- The District Information Officer Krishnanagar / Berhampore with request for wide circulation Through Website & Notice Board.
- The Divisional Accountant / Cashier Nadia Division, Housing Directorate.
- The Estimating Section & The Notice Boars of this office.


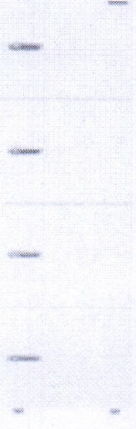


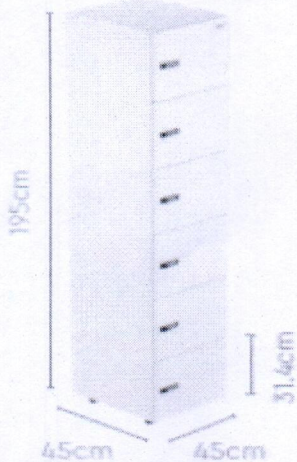
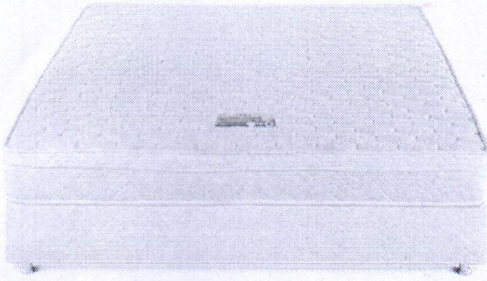

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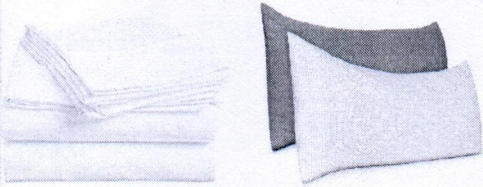
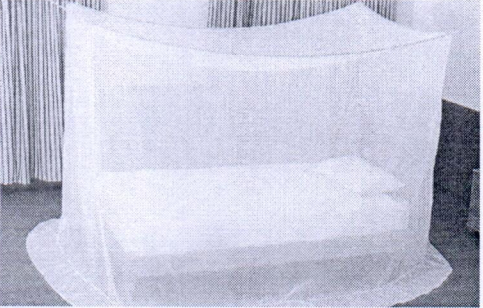
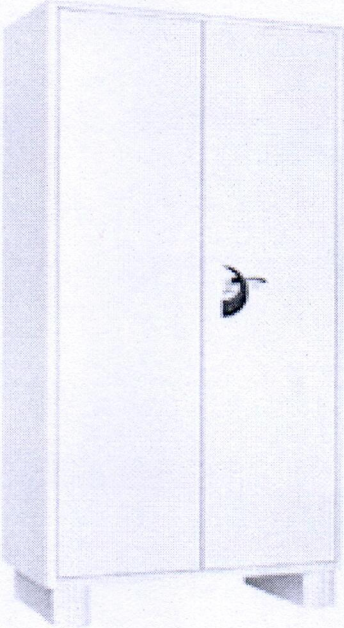
23.07.25
EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
KRISHNANAGAR

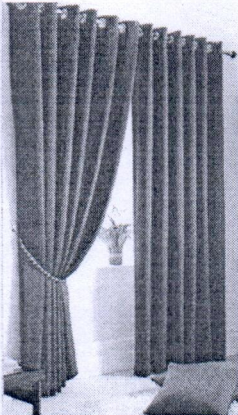

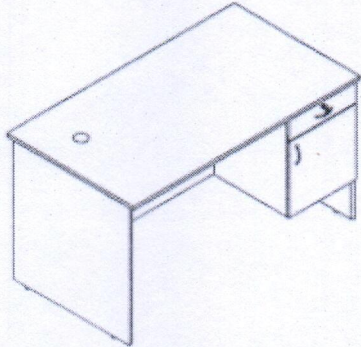
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List of Furniture & Specification


Sl. No.	Description of Item	Quantity
01.	<p><u>Single Bed with Mosquito stand and 12mm Ply</u></p> <p>Supply Fitting & Fixing of Single Bed, Overall Size : Width : 208cm Depth : 92.5cm Bed Height : 38.5cm Bed with Headboard Height : 84cm. Color : Black . bed -metal frame materials & dimensions:(gauge +/- 0.1mm)m.s. pipe 25.4x 50.8 x 1.2 thk.;m.s. pipe 19.05x 19.05 x 0.8 thk.;m.s.angle 20x20x1.6 thk;m.s. pipe dia. 50.8 x 0.9 thk.;m.s. pipe dia. 15.875 x 0.8 thk. The manufacturer should be a member of BIFMA & IGBC (Indian Green Building Council) & should have AIOTA, GRIHA, Green Pro, Indian Design Mark, IAQ and Green Guard Certification (from UL) for a few of its products. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2018 are mandatory. All the ISO certificates should be obtained from NABCB (National Accreditation Board for Certification Bodies) accredited organization otherwise certificates will not be accepted.The bidder has to submit a bid specific authorization certificate from the OEM.</p> 	100 Nos
02.	<p><u>4 - Door PLU + Lkr (Base)</u></p> <p>Supply , Fitting & Fixing of 4 Door PLU . The Supply should be as per approved drawing & design/ specifications. The following OEM Certifications must be furnished during the submission of Bid :ISO 9001:2015, ISO 50001:2018 , ISO 45001:2018,ISO 14001:2015,ISO 13485:2016,(All ISO must be from NABCB Accredited Agency), BIFMA (Membership & Level 2,3 Product Certificates), Indian Design Mark, AIOTA (All India Occupational Therapist Association) , Greenguard by UL and Indoor Air Quality Gold by SCS GLOBAL Services. Overall size of 4 - Door PLU + Lkr (Base) shall be 1950 H x 375 W x 470 D. DMX Drg.- PL 13-A4-33797,R1 - 4 Sheets(Cam Lock) DMX Drg.- PL-13-A4-36467,R1-4 Sheets(Hasp.) Stackability shall have add - on units that can be stacked width wise to form bank of lockers having common side panel. Locking shall have 6 Lever cam lock with lock lever plus option of hasp arrangement. Material shall be CRCA 0.6 mm thickness. Construction shall be Rigid Knockdown construction, shelf shall be uniformly distributed load capacity per each shelf level is 35 Kg maximum. Finish shall be epoxy polyester powder coated to the thickness of 50 microns . Handle/Label holder shall be Aesthetically appealing Snap fit ABS plastic handle. Ventilation shall be attractive punched pattern for ventilation.</p> 	08 Nos

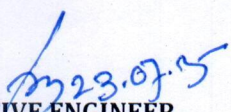
03.	<p>6 - Door PLU + Lkr (Base)</p> <p>Supply, Fitting & Fixing of 6 Door PLU. The Supply should be as per approved drawing & design/ specifications. The following OEM Certifications must be furnished during the submission of Bid :ISO 9001:2015, ISO 50001:2018 , ISO 45001:2018,ISO 14001:2015,ISO 13485:2016,(All ISO must be from NABCB Accredited Agency), BIFMA (Membership & Level 2,3 Product Certificates), Indian Design Mark, AIOTA (All India Occupational Therapist Association) , Greenguard by UL and Indoor Air Quality Gold by SCS GLOBAL Services. Overall size of 6 - Door PLU + Lkr (Base) shall be 1950 H x 375 W x 470 D. DMX Drg.- PL 13-A4-33797,R1 - 4 Sheets(Cam Lock) DMX Drg.- PL-13-A4-36467,R1-4 Sheets(Hasp.) Stackability shall have add - on units that can be stacked width wise to form bank of lockers having common side panel. Locking shall have 6 Lever cam lock with lock lever plus option of hasp arrangement. Material shall be CRCA 0.6 mm thickness. Construction shall be Rigid Knockdown construction, shelf shall be uniformly distributed load capacity per each shelf level is 35 Kg maximum. Finish shall be epoxy polyester powder coated to the thickness of 50 microns. Handle/Label holder shall be Aesthetically appealing Snap fit ABS plastic handle. Ventilation shall be attractive punched pattern for ventilation.</p> 	12 Nos.
04.	<p>Mattress 78x36cm 4"</p> <p>Supply , Fitting & Fixing of Mattress (78x36cm) 4". The Supply should be as per approved drawing & design/ specifications. The following OEM Certifications must be furnished during the submission of Bid :ISO 9001:2015, ISO 50001:2018 , ISO 45001:2018,ISO 14001:2015,ISO 13485:2016,(All ISO must be from NABCB Accredited Agency), BIFMA (Membership & Level 2,3 Product Certificates), Indian Design Mark, AIOTA (All India Occupational Therapist Association) , Greenguard by UL and Indoor Air Quality Gold by SCS GLOBAL Services.</p> 	100 Nos
05.	<p>Pillow:</p> <p>Supply, Fitting & Fixing of Pillow, Size: Plw Nice L:425 mm W:675 mm. The Supply should be as per approved drawing & design/ specifications. The following OEM Certifications must be furnished during the submission of Bid :ISO 9001:2015, ISO 50001:2018 , ISO 45001:2018,ISO 14001:2015,ISO 13485:2016,(All ISO must be from NABCB Accredited Agency), BIFMA (Membership & Level 2,3 Product Certificates), Indian Design Mark, AIOTA (All India Occupational Therapist Association) , Greenguard by UL and Indoor Air Quality Gold by SCS GLOBAL Services.</p> 	100 Nos

06.	<p><u>Bed sheet & Pillow Cover:</u> Supply Good quality Bed sheet with Pillow Cover Bombay Mill Make, printed bed sheet & pillow cover, Bed Sheet Size : 7'5" x 4 ' ft., Pillow Cover Size : 450L x 700W.</p> 	100 Nos
07.	<p><u>Mosquito Net:</u> Supply Good quality mosquito Net synthetic double netting size : 6'5"L x 4'W x 5'H ft. Bottom cotton cloth stitching 8".</p> 	100 Nos
08.	<p><u>Storwel Plain:</u> Supply, Fitting & Fixing of Almirah shall have an overall size of 916mm(W)x486mm(D)x1980mm(H) with welded construction. It should have the shelf thickness of 0.7 mm, Back thickness of 0.8mm, Door thickness of 0.8mm (high yield strength) and all other components shall have a thickness of 0.9mm. These components shall be made of CRCA 'D' grade high yield strength as per IS:513. The Storwel Plain should have a Mazak handle and Three way locking mechanism with Shooting Bolts. It should have a height wise adjustable shelf mounting which shall have a Uniformly Distributed Load Capacity of max 40 Kg. It should also have a M10 Screw type Leveller with Hex plastic base. The finishing shall include Epoxy powder coated to the thickness of 50 microns (+/- 10). Plenty of colour options and shelving options shall be available. The manufacturer should be a member of BIFMA & IGBC (Indian Green Building Council) & should have AIOTA, GRIHA, Green Pro, Indian Design Mark, IAQ and Green Guard Certification (from UL) for a few of its products. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2018 are mandatory. All the ISO certificates should be obtained from NABCB (National Accreditation Board for Certification Bodies) accredited organization otherwise certificates will not be accepted. The bidder has to submit a bid specific authorization certificate from the OEM.</p> 	01 No

09.	<p><u>Curtain for Windows with nessesity hardware wooden brakel fitting fixing complete (1350 x 900)mm.:</u> Curtain for Windows 1 & 2 nessesity hardware wooden brakel fitting fixing complete (1350 x 900) mm.</p> 	184 Nos
10.	<p><u>Curtain for Door nessesity hardware wooden brakel fitting fixing complete (1200 x 2100)mm.:</u> Curtain for Door with nessesity hardware wooden brakel fitting fixing complete (1200 x 2100) mm.</p> 	20 Nos
11.	<p><u>Office Table:</u> Supply , Fitting & Fixing of Table Size : 1200Wx 750Dx 750H), 3Desk with one drawer (RHS) & HDU attachment on one side & 3 drawer unit on the other side (LHS of user) Size 1500 x 750 x 750mm. Prelaminated Particle Board with 18mm thick table top and 15mm thick understructure covered with PVC Lipping. Tables are available in Beech colour only. The manufacturer should be a member of BIFMA & IGBC (Indian Green Building Council) & should have AIOTA, GRIHA, Green Pro, Indian Design Mark, IAQ and Green Guard Certification (from UL) for a few of its products. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2018 are mandatory. All the ISO certificates should be obtained from NABCB (National Accreditation Board for Certification Bodies) accredited organization otherwise certificates will not be accepted. The bidder has to submit a bid specific authorization certificate from the OEM.</p> 	01 No

12.	Office Chair: Mid Back Chair Supply Fitting & Fixing of Mid Back Chair. The seat and back shall be made from 1.2 ±0.1cm thk. hot pressed plywood measured and upholstered with fabric and moulded Polyurethane foam together with seat and back covers. The back foam shall be designed with contoured lumbar support for extra comfort. The dimensions of seat shall be 45.0cm(W) x 42.0cm.(D) and of back shall be 40.0cm(W) x 47.0cm.(H). The seat and back covers shall be injection moulded in black Co-polymer Polypropylene. The HR polyurethane foam shall be moulded with density.=45±2.kg/m3 and hardness load 16±2 kgf as per IS:7888.for 25% compression. The one-piece armrests are injection moulded from black Nylon. The armrests are fitted to the seat with armrest connecting brackets made of 0.5 ± 0.05 em. thk. HR steel. The permanent contact mechanism shall be designed with 360° revolving type, 14±2°maximum back tilt only, Upright position locking, Tilt tension adjustment. The pneumatic height adjustment shall has an adjustment stroke of 11.0 ±0.3cm. The bellow shall be 3 piece telescopic type and injection moulded in black Polypropylene. The pedestal shall be injection moulded in black 30% glass-filled Nylon and fitted with 5 nos. twin wheel castors. The pedestal shall be 62.0 ±0.5cm. pitch-centre dia. (72.0 ±1.0cm with castors). The twin wheel castors shall be injection moulded in Black Nylon. Overall Dimensions of Chair shall be Seat Height - min 43.0 to max 54.0cm, Height - min87.5 to max 98.5cm, Width & Depth of Chair as measured from pedestal - Width-71.0 cm and Depth-71.0 cm.	01 No
13.	Visitor Chair: Moulded Chair (with arm) with back and seat cushion. Supply Fitting & Fixing of Lacquer finish premium cushioned chair with surface defining comfort seating. Seat Cushions made with Moulded PU Foam for long lasting comfort, Velvet Upholstry for rich feel and ergonomically designed back support makes this chair ideal for long sitting . Versatile for Offices,Visitors, Hotels , Study, Home use. Size :(815H x 560W x 560mmD)mm.	02 Nos.
14.	Dining Table (Size : 1145L X 742W x 705H)mm: Supply fitting & fixing of Melody Dining Table (Size: 1145L X 742W x 705H) mm.	16 Nos.

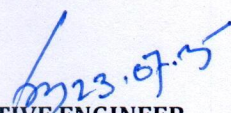
15.	PVC Moulded Chair (Arm Less) Supply ,Fitting & Fixing of PVC Chair without ARM	120 Nos.
		


EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
KRISHNANAGAR

Special Terms & Conditions

01. The original equipment manufacturer should have Greenpro, AIOTA, Indian Design Mark, ISO 4001:2015, 9001:2015, 45001:2018, 50001:2018 (All the ISO Certificates should be obtained from NABCB accredited organization, otherwise ISO Certificates will not be accepted), GRIHA, IGBC Membership Letter.
02. Authorized dealers of original manufacturer shall be allowed to participate in bidding process provided they shall submit proof of association and valid authorization from original manufacturer.
03. The Contractor is to deliver the materials on or before the dates mentioned in the tender. Failing which he shall be bound to pay or allow one percent on the total amount of the contract for every day not exceeding ten days that the contractor shall exceed the time for delivery as and by way of liquidated damages. Provided however that the Executive Engineer may in his discretion reduce in such cases as he may think fit, the said amount to such smaller amount as he may decide and his decision in writing in the respect shall be final.
04. In every case in which the payment or allowance mentioned in e-NIQ shall have been incurred for ten consecutive days, the Executive Engineer shall have power either to annul the contract altogether, or to have the supply completed without further notice at the contractor's risk and expense, as he may deem best suited to the interests of Government and the contractor shall have no claim to compensation for any loss that he may incur in any way.
05. If the contractor shall be hindered in the supply or the materials so as to necessitate an extension of the time allowed in this tender, he shall apply in writing to the Executive Engineer, who shall grant it in writing reasonable grounds be shown for it, and without such written authority of the Executive Engineer, applied for and obtained prior to the expiry of the original date provided for In the tender the contractor shall not claim exemption from the fine levied upon under clause 2.
06. The contractor shall give notice to the Executive Engineer or the Sub-Divisional Officer of his intention of making delivery of materials, and on the materials being approved, a receipt shall be granted to him by the Executive Engineer or the Sub-Divisional Officer, and no material will be considered as delivered until so approved.
07. On the completion of the delivery of materials, the contractor shall be furnished with a certificate to the effect, but the delivery will not be considered completed until the contractor shall have removed all rejected materials and shall have the approved materials stacked or placed in such position as may be pointed out to him.
08. The material shall be of the best description and in strict accordance with the specification and the contractor shall receive payment for such materials only as are approved and passed by the Executive Engineer or the Sub-Divisional Officer.
09. In the event of the material being considered by the Executive Engineer to be inferior to that described in the specification, the contractor shall, on demand in writing forthwith remove the same at his own charge and cost, and in the event of his neglecting to do so within such period as may be named by the Executive Engineer or the Sub-Divisional Officer, that Officer may have such rejected material removed at the contractor's risk and expenses, the expense incurred being liable to be deducted from any sums due or which may become due to the contractor.
10. If the contractor or his work-people break or deface any building, road fence, enclosure of grass land, or cultivated land, he shall make good the same at his own expenses, and in the event of his refusing or failing to do so, the damage shall be repaired at his expense by the executive engineer, who shall deducted the cost from any sums due or which may become to the contractor.
11. The contractor shall supply at his own expense all tools, plant and implements required for the due fulfillment of his contract, and the material shall remain at his risk till the date for final delivery unless it shall have been in the meantime removed for use by the executive engineer or the sub-divisional officer.
12. This contract shall not be sublet without specific order from Government in respect of specified sub-contractor. In the event of the contractor subletting his contract without such permission, he shall be considered to have thereby committed a breach of contract, and shall forfeit his security deposit, and shall have no claim for any compensation for any loss that may accrue from the materials he any have collected or engagements entered into.
13. The decision of the Executive Engineer for the time being shall be final, binding and conclusive on all questions relating to the meaning of the specification.
14. The Authority shall have power to make any alterations in, omissions from, addition to or substitutions for the original specification, drawing, designs and instructions, that may appear to him to be necessary or advisable during the course of supply of the materials and the Contractor shall be bound to supply the materials in accordance with any instructions which may be given to him in writing signed by the Engineer- in- charge, and such alterations, omissions, additions or substitutions shall not invalidate the contract and any altered additional or substituted materials which the contractor may be directed to supply in the manner above specified as part of the work shall be supply by the Contractor on the same conditions in all respects on which he agreed to do the main work, and at the same rates as are specified in the tender for the main work. The time for the completion of the supply shall be extended in the proportion that the altered, additional or substituted quantity of materials bears to the original quantity & the certificate of the engineer in charge shall be conclusive as to such proportion & if the altered, additional, or substituted materials, include any class of materials, for which no rate is specified in this

contract, than such class of materials shall be supplied at that rates entered in the schedule of rates of the Nadia district which was in force at the time of the acceptance of the contract; and if such class of materials are not entered in the said schedule of rates, then the Contractor shall within seven days of the date of his receipt of the order to supply the materials inform the Engineer-in-charge of the rate which it is his intention to charge for such class of materials & if the Engineer-in-Charge does not agree to this rate he shall, by notice in writing, be at liberty to cancel his order to supply such class of materials and arrange the supply thereof in such manner as he may consider advisable, provided always that if the Contractor shall commence supply or incur any expenditure in regard thereto before the rates shall have been determined as lastly herein before mentioned, then and in such case he shall only be entitled to be paid in respect of the supply made or expenditure incurred by him prior to the date of the determination of the rate as aforesaid according to such rate or rates as shall be fixed by the Engineer- in- charge. In the event of a dispute the decision of the Executive Engineer of the division shall be final.


**EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
KRISHNANAGAR**

INSTRUCTION TO BIDDERS

SECTION - A

General guidance for e-Quotation

Instructions/ Guidelines for quotation for electronic submission of the quotation online have been annexed for assisting the contractors to participate in e-Quotation.

1. Registration of Contractor

Any contractor willing to take part in the process of e-Quotation will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC)

Each contractor is required to obtain a Digital Signature Certificate (DSC) for submission of quotation, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in of Guideline to Bidder DSC is given as a USB e- Token.

3. The contractor can search & download NIQ & Quotation Documents electronically from computer once he logs on to the website mentioned using the Digital Signature Certificate. This is the only mode of collection of Quotation Documents.

4. Participation in more than one work

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

A prospective bidder (including his participation in partnership) shall be allowed to participate in single work as mentioned in the list of schemes.

If any bidder submitted the rates for more than one work in that particular case separate credential should be submitted for each work, otherwise all candidature would be treated as cancelled.

5. Submission of Quotations.

General process of submission Quotations are to be submitted through online to the website mentioned in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. Technical proposal

a) The Technical proposal should contain scanned copies of the following in two covers (folders).

A-1. Statutory Cover/ Technical file Containing

i. N.I.Q & EMD.

ii. Tender form No. 2908 & e-NIQ (Properly upload the same Digitally Signed).

In case quoting any rate in 2908 the tender liable to summarily rejected.

iii. Prequalification Application

iv. Declaration by the Quotationer.

A-2. Non statutory / Technical Documents

i. Trade licence, Professional Tax clearance certificate / deposit receipt challan, Pan Card of IT, latest IT return for last 05 years, GST Registration Certificate with current return etc, Audit Report for last 05 (five) years.

ii. Registration Certificate under Company Act. (if any).

iii. Deed of partnership / Article of Association & Memorandum / Firm Registration.

iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any).

v. Current Year no objection Certificate issued by the Assistant Register of Co-Op(S)(ARCS). Valid bye laws are to be submitted by the Registered labour Co-Op(S), Engineers' Co.- Opt.(S).

vi. Credential for completion of at least one similar nature of work during last 5(five) years prior to the date of issue of this e-NIQ is to be furnished. Scanned copy of Original Credential Certificate.

Financial Proposal (in cover folder)

The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the quotation liable to summarily rejected for both statutory & non statutory cover.

SECTION – B
FORM – I
PRE-QUALIFICATION APPLICATION

To
THE EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
Circuit House Compound, Krishnanagar,
Nadia, Pin – 741101.

Ref: Quotation for _____

[e-N.I.Q No. _____ of 2025-26 of EE / Nadia Division, Housing Directorate, Krishnanagar]

Dear Sir,

Having examined the pre-qualification documents (Statutory, Non Statutory and e-N.I.Q. documents & W.B. Form No. 2908), I /we hereby submit all the necessary Information and relevant documents for evaluation.

The application is made by me / us on behalf of in the Capacity
..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the works given in Enclosure to this letter.

We understand that: (a) Quotation Inviting & Accepting Authority / Engineer – in – charge can amend the scope & value of the contract bid under this project. (b) Quotation Inviting & Accepting Authority / Engineer – in – charge reserves the right to reject any application without assigning any reason:

Enclo: e-Filling

1. Statutory Documents.
2. Non Statutory Documents

signature of applicant including title
and capacity in which application is made

Date:

Place:

Every Tenderer / Quotationer must furnish the following details.	
1. Office Address (with pin code):	
2. Valid Contact No.:	
3. Valid e-mail Id:	

Note: This Application shall preferably be made in the Letter Headed Pad of the Agency in which application is made clearly mentioning the address and contact number & email ID of the agency.

SECTION - B
FORM-II

STRUCTURE AND ORGANISATION

01. Name of Firm :
02. Name of Applicant :
03. Office Address :
04. Address for Correspondence :
05. Valid Telephone No. :
Valid Mobile No :
Valid Email ID :
06. PAN No. :
07. GST Registration No. :
08. Details of Bank Accounts :
i. Name of Bank
ii. Name of Branch &
Address with phone No.
iii. Bank Account No.
iv. IFSC Code No.
v. MICR No.
09. Attach an organization chart :
Showing structure of the
company with names of Key
personnel and technical staff.
10. Attach Proof of Photo ID :

Signed by an authorised officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

Note: This Application shall preferably be made in the Letter Headed Pad of the Agency in which application is made clearly mentioning the address and contact number & email ID of the agency.

SECTION - B
FORM-III

INFORMATION REGARDING CURRENT LITIGATION, DEBARRING / EXPELLING OF
TENDERER OR ABANDONMENT OF WORK BY TENDERER

01. a) Is the Applicant currently involved in any litigation : YES / NO
relating to the contract works.
- b) If yes, give details with reasons :
02. a) Has the Applicant or any of its constituent : YES / NO
Partners been debarred / expelled by any
Agency in India during the last five years.
- b) If yes, give details with reasons :
03. a) Has the Applicant or any of its constituent : YES / NO
abandoned / suspended any contract during
the last five years.
- b) If yes, give details with reasons :

Note: If any information in this Schedule is found incorrect or concealed, the application will be summarily rejected for the work.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date,_____

Note: This Application shall preferably be made in the Letter Headed Pad of the Agency in which application is made clearly mentioning the address and contact number & email ID of the agency.

SECTION - B
FORM-IV

DECLARATION BY THE QUOTATIONER

Ref: Quotation for _____

(Name of work)_____

e-NIQ. No. _____ of 2025 - 26 of the Executive Engineer, Nadia Division, Housing Directorate.

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I / We have carefully gone through the Notice Inviting e-Quotation and other Quotation documents mentioned therein. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our Quotation is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting e-Quotation to complete the proposed work in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

I/We also agree to procure tools and plants and materials etc., at my/our cost required for the work.

I/We have applied in the Quotation in the capacity of individual / as a partner of a firm and I have not applied Severally for the same work.

I/We do hereby solemnly declare that during last 5(five) years no work has been abandoned by me/us, also have not undergone rescission against any work during last 5(five) years.

**Postal address & Contact no.
Of the Quotationer**

Signature of the Quotationer

Note: This Application shall preferably be made in the Letter Headed Pad of the Agency in which application is made clearly mentioning the address and contact number & email ID of the agency.

THE NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGE IN THE FOLLOWING MANNER

*Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non statutory Documents' to send the selected documents to Non-Statutory folder. Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub Category Description	Details
A.	CERTIFICATES	CERTIFICATES	1. Valid Trade licence. 2. PAN with latest IT return for last 05 (five) years. 3. Current P. Tax Challan / Clearance certificate. 4. GST Registration certificate with latest return. 5. Current Audit Report for last 05 (five) years.
B.	Company Details	Company Details - I	1. Proprietorship Firm (Valid Trade Licence) 2. Partnership Firm (Firm Registration, Partnership Deed, Power of Attorney, Trade Licence) 3. Society (Society Registration Copy, Trade Licence, Registration Certificate from ARCS, AGM, Bye Law) 4. Limited Company (Incorporation Certificate, Registration Copy, Article Association & Memorandum, Trade Licence) 5. Power of Attorney. 6. Current Audit Report for Last 05 (five) years.
C.	Credential	Credential 1	Similar nature of work done & Completion Certificate having desired credential during last 05 (five) years issued not below the rank of the undersigned.
D.	Financial Information	Certificate	1. Latest IT return for last 05 (five) years. 2. Latest Audit Report for last 05 (five) years.
E.	Others	Declaration	1. All Declaration which is mentioned in the e-NIQ must be signed with date and seal before submission.

A. Quotation evaluation by the Evaluation Committee.

- (a) Opening of Technical proposal: Technical proposals will be opened by The Executive Engineer, Nadia Division, and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- (b) Intending quotationer may remain present if they so desire.
- (c) Cover (folder) statutory documents should be open first & if found in Order, cover (Folder) for non statutory documents will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- (d) Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to The Executive Engineer, Nadia Division, Housing Directorate.
- (e) Uploading of summary list of technically qualified quotationer.
- (f) Pursuant to scrutiny & decision of the higher authority / competent authority / accepting authority the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- (g) While evaluation The Executive Engineer, Nadia Division, Housing Directorate & Bid Evaluation Committee may summon of the quotationer & seek clarification / information or additional documents or original hard Copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

B. Financial proposal

- (a) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate per person per day only for service charge online through computer in the space marked for quoting rate in the BOQ.
- (b) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

6. Penalty for suppression / distortion of facts

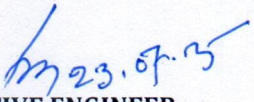
If any quotationer fails to produce the original hard copies of the documents (i.e. Completion Certificates, or any other documents) on demand of The Executive Engineer, Nadia Division within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the quotationer will be suspended from participating in the quotation on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the P.W. Directorate may take appropriate legal action against such defaulting quotationer.

The Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

7. AWARD OF CONTRACT:

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter.

The notification of award will constitute the formation of the Contract. The Agreement in W.B.F.No. 2908 will incorporate all agreements between the Quotation Accepting Authority and the Successful Bidder.


**EXECUTIVE ENGINEER,
NADIA DIVISION, HOUSING DIRECTORATE
KRISHNANAGAR**